

THE ADS TIMES

A monthly newsletter about the Automated Directives System (ADS)

February 2003

Volume II Issue 2

Frequently Asked Questions

Questions are welcome. Please send them to ads@usaid.gov.

Q1. Are any of the old AID Handbook chapters still valid?

A1. Yes! Review the [AID Handbook Status](#) file to find out which AID Handbook chapters are still valid.

Q2. Where can I find the active AID Handbooks?

A2. See the ADS CD. In 2003, the ADS web site will also house valid AID Handbook chapters.

Q3. Whom do I contact if I have a question about an ADS chapter or an AID Handbook chapter?

A3. You may either send an e-mail to ads@usaid.gov or contact the author directly. See the [List of ADS Chapters and Authors](#).

ADS 2003 Training

This class will show you how to maneuver around and search both the ADS CD and the ADS web site. Additionally, we will explain what is in the ADS. Classes will be held in the Kathmandu or Nairobi Training Room - B1 Level, RRB.

Dates	Location	Times
February 11	Katmandu	9:30 a.m. - 12:00 p.m.
April 16	Katmandu	9:30 a.m. - 12:00 p.m.
June 12	Nairobi	9:30 a.m. - 12:00 p.m.
November 6	Katmandu	9:30 a.m. - 12:00 p.m.

Register with [Ann Happ](#): (703) 276-7336

Fast Fact

ADS chapters 200 through 203 were recently updated, distributed to USAID/W and Missions as a [USAID/General Policy Notice](#), and posted to the [ADS](#) web site.

What's New in the ADS?

ADS CD 29 was mailed to USAID/W and Mission personnel 12/23/2002. Thursday, 12/26/2002, ADS CD 29 was loaded to the CDNET tower in USAID/W.

The following **Policy Notices** were released in January 2003. Policy Notices contain new Agency policy directives and required procedures. They will be included on future ADS CDs and the ADS web site. The Notices were also posted to the USAID Notice database system, which is only accessible to USAID intranet users, at <http://inside.usaid.gov/>. You may also obtain electronic copies by sending an e-mail to nmailbox@usaid.gov.

Subject	Date
ADS 623, Financial Management of Credit Programs	01/29/2003
Revision of ADS 200 through 203	01/29/2003
ADS 630, Payables Management, Mandatory Reference Update	01/29/2003
Information Technology (IT) Security Procedure Changes to Protect Agency Personnel and Operations	01/24/2003
Implementation of the Treasury Pilot Paper Check Conversion Program, to be included in ADS 630	01/22/2003
Issuance of Revised ADS 621, Obligations	01/17/2003
Fiscal Year 2003 Appropriation	01/13/2003

Accessing the ADS

There are two ways to access the ADS:

1) ADS web site: The web address for the ADS is <http://www.usaid.gov/pubs/ads>. Series 500 Policy Notices are only available to USAID intranet users. Currently, the ADS web site does not include the still active AID Handbook chapters. See ADS CD 29 for these documents.

ADS CD: If you are in a **Mission**, ask your Systems Administrator about obtaining access to ADS CD 29. ADS CD 29 was mailed to USAID Missions 12/23/02. **USAID/W** personnel may access the ADS CD via the USAID/W CD Tower.

The ADS Times

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